

February 28, 2018

A regular meeting of the Board of Commissioners of the Port Washington Water District was held at the District offices located at 38 Sandy Hollow Road, Port Washington, New York, on Wednesday, February 28, 2018 at 8:00am.

PRESENT: COMMISSIONERS:

David Brackett, Chairman
Peter Meyer, Secretary
Mindy Germain, Treasurer

Paul J. Granger, P.E., Superintendent
Michael Savarese, P.E., Engineer

The meeting was called to order by David R. Brackett, Chairman of the Board of Commissioners, with the Pledge to the flag.

Minutes of the meeting held on February 21, 2018, were read and approved.

The Board further reviewed the District's account balances as follows as of February 28, 2018:

General Checking	\$86,752.59
General Checking	\$453,010.24
Money Market	\$225,612.82
Tap Fee Account	\$115,619.07
Repair Reserve Equipment	\$894,714.21
Repair Reserve Bldg & Grounds	\$548,749.89

The following claims was received for payment and approved by the Board:

1. D & B Engineers & Architects, Engineering, Neulist Avenue Electrical Improvements	\$670.18
2. D & B Engineers & Architects, Engineering, Inspections Roof Construction	\$859.76
3. D & B Engineers & Architects, Engineering, Emergency Response Plan	\$415.00
4. D & B Engineers & Architects, Engineering, Vulnerability Assessment	\$900.00
5. D & B Engineers & Architects, Engineering, Intersection Maps	\$288.90
6. D & B Engineers & Architects, Engineering, TONH Leachate Tank (Bond Issue)	\$1,059.61
7. Caldwell Tanks, Inc., Req.#4, Beacon Hill Tank (Bond Issue)	\$218,721.16

Superintendent Granger reported on the following:

1. Reviewed a proposal provided by H.O. Penn Machinery Co. Inc. for repairing an oil leak on the Neulist natural gas generator. The Superintendent recommends that the generator be repaired.
2. Reported on the New York State Drinking Water Quality Council meeting that he attended in New York City on Monday.
3. Reviewed water quality data with the Board.
4. Reviewed proposal provided by Pace Analytical Services, Inc. for performing USEPA required UCMR4 monitoring laboratory analysis. The Superintendent recommends authorization of the professional analytical service for regulatory compliance.
5. Reported that the Nassau County Department of Health has reviewed and approved a draft copy of the 2017 Drinking Water Quality Report for the Water District. The Water Quality report will be incorporated into the annual newsletter for distribution to all residents.

Michael Savarese, P.E. reported on the following:

1. Beacon Hill Tank Replacement - The tank fabrication crew will be demobilizing from the project site on Thursday. The demobilization may require intermittent road and lane closures. Notice will be issued to the local residents

RESOLUTION 2018-41

Authorizes the Chairman to execute Contract no. 2018-02 for the Purchase of Liquid Caustic Soda with JCI Jones Chemicals Inc. and an Agreement with Danny DP Tree Service for the removal of trees and shrubs at the Neulist Tank site. A motion was made by Commissioner Germain to authorize the Chairman to execute the Contract and Agreement. Seconded by Commissioner Meyer. The motion was unanimously approved.

RESOLUTION 2018-42

Proposal submitted by H.O. Penn Machinery, Inc. dated February 22, 2018 to repair the Neulist Generator in the amount of \$7,441.52. A motion was made by Commissioner Meyer and seconded by Commissioner Germain to authorize the professional inspection services. The motion was unanimously approved.

RESOLUTION 2018-43

Proposal submitted by Pace Analytical Services, Inc. for performing USEPA required UCMR4 monitoring laboratory analysis in the amount not to exceed \$22,450.00 or regulatory compliance. A motion was made by Commissioner Germain and seconded by Commissioner Meyer to authorize the professional analytical services. The motion was unanimously approved.

RESOLUTION 2018-44

For professional community relations services to produce, write and fulfill the annual Water District newsletter. Progressive Marketing Group, Inc. of Melville, New York has submitted a proposal in the amount not to exceed \$16,800.00 to provide the professional services. A motion was made by Commissioner Germain to approve Resolution 2018-44. Seconded by Commissioner Meyer. The motion was unanimously approved.

Checks for payment of claims, due from the Port Washington Water District totaling \$31,837.07 were approved for payment by the Board.

There being no further business to discuss the meeting was adjourned at 09:10am.

I hereby certify that the above is a true and correct copy of the minutes of the meeting held on February 21, 2018.

Peter Meyer, Secretary